U.S. Department of State
Privacy Impact Assessment Summary

TITLE: Mental Health Services Evaluations System (MHSSES)
October 30, 2007

I.   Describe the information to be collected (e.g., nature and source). Be sure to include any information in an identifiable form, e.g., name, address, social security number or other identifying number or code, telephone number, email address, etc).

The Mental Health Services Evaluation System collects personal identifiable information to include patient names and protected medical information.

II.   Why is the information being collected (e.g., to determine eligibility)?

This information is collected by the Office of Medical Services as part of the Department of State's Foreign Service Officer overseas assignment process.

III.   How will the information be used (e.g., to verify existing data)?

The information is used by Department of State's medical providers to identify medical issues that may affect the assignment of Foreign Service officers to overseas post assignments.

IV.   Will you share the information with others (e.g., another agency for a programmatic purpose)? If yes, list the entities.

No.

V.   Describe what opportunities individuals have been given to decline to provide information or to consent to particular use of the information (e.g., whether individual may withhold permission for a particular use).

This information is required in order to clear individuals for overseas post assignments.

VI.   How will the information be secured (e.g., administrative and technological controls)?

This system is located on a secure stand-alone platform that is not accessible from the internet or other networks. System access is secured by use of complex passwords and secure login procedures. Data contained in the application is protected by operating system security, antivirus software, installation of all software patches as approved by the software vendors, and implementation of Department computer configuration control guidelines.

VII.   How will the data be retrieved (e.g., will it be retrieved by a personal identifier such as name, social security number, address, telephone number or some other identifier that is unique to an individual)?

Data is retrieved by patients' names.